

# How Do I Access the KHRIS Portal?

## Returning Users:

- Open Internet Explorer and type <https://KHRIS.ky.gov> in the address space.

The below page will appear:

Having trouble viewing, [click here](#)

**Welcome**

**KHRIS**  
ESS/MSS  
Log-In

KHRIS User ID \*

Password \*

[Log In](#)

[Forgot KHRIS User ID?](#)

[Forgot Password / New User?](#)

[Browser Requirements](#)

**KHRIS**  
Kentucky Human Resource Information System  
Connecting the Commonwealth

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- Click the KHRIS User ID\* field and type your KHRIS User ID.
- Click the Password field and type your password.
- Click the 'Login' button.

***You are now logged into the KHRIS Portal!***

\*This is the same as your Employee ID which can be seen on the top of your paycheck stub or on your most recent Personnel Action Notification (PAN).

*Returning users that forget or need to reset their password can do so by following the instructions provided for 1<sup>st</sup> time users.*